



# STARK COUNTY SHERIFF GEORGE T. MAIER

[www.sheriff.co.stark.oh.us](http://www.sheriff.co.stark.oh.us)



## PROPERTY DESCRIPTION APPROVAL FORM

This completed form and approved legal description must accompany the Order of Sale when filed with the Clerk of Courts.

- Include one (1) legal description approval form per application.
- Include the necessary number of copies of the legal description in need of original stamps. The Clerk of Court/Recorder will only accept original, red-stamped legal descriptions with a deputy auditor's initials.
- Enclose a self-addressed & stamped return envelope.
- Address applications to: Stark County Auditor's Office  
Attn: Map Department (Sheriff Legal Description)  
110 Central Plaza S, Suite 220  
Canton, OH 44702

**COURT CASE #:** \_\_\_\_\_

**PLAINTIFF:** \_\_\_\_\_

**DEFENDANT:** \_\_\_\_\_

**PARCEL #:** \_\_\_\_\_

**PROPERTY OWNER:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**SUBMITTED BY:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**ATTORNEY & I.D. #:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

*The attached legal description must also include the property address, parcel number(s), and deed reference number(s), no exception, and the legal description information must be identical to the information provided above.*



**ALAN HAROLD**  
STARK COUNTY AUDITOR

[www.auditor.co.stark.oh.us](http://www.auditor.co.stark.oh.us)

Stark County Office Building  
110 Central Plaza South, Suite 220  
Canton, OH 44702-1410  
Phone 330-451-7357  
Fax 330-451-7630

### TAX MAP DEPARTMENT INTERNAL USE ONLY:

☐ **APPROVED** DEPUTY AUDITOR: \_\_\_\_\_

☐ **DENIED (SEE BELOW)** DEPUTY AUDITOR: \_\_\_\_\_

☐ INCORRECT PARCEL  
NUMBER

☐ INCORRECT  
PROPERTY ADDRESS

☐ ILLEGIBLE LEGAL  
DESCRIPTION

☐ INCORRECT OWNER/  
LEGAL NAME

☐ INCORRECT LEGAL  
DESCRIPTION

☐ OTHER (SEE COMMENTS)

**COMMENTS:** \_\_\_\_\_

*Please correct the necessary information above and resubmit for approval. If you have questions or concerns, please call (330)451-7341 and be mindful of the deputy's initials above as they may be able to assist you further. Thank you!*